

Kennebunkport Fire Department

REGULATION 14 PRESS AND NEWS RELEASES

JAN 1990

It shall be the policy of this department that only the Fire Chief or the officer in charge of a specific fire shall issue any press release or interview on that particular fire.

When possible a prepared statement shall be written with a format as follows:

Type of building
Address of fire
Time of Call
Status of fire on arrival
Extent of damage (NO DOLLAR FIGURE TO BE GIVEN)
Mutual aid called
Time fire under control
Cause of fire if released by investigators for public knowledge

The names of owners may be released only if they have already been notified of the fire. Names of injured civilians or firefighters, will not be released until their respective families have been notified. Any request by the news media to other than the officer in charge or the chief should be referred back to the Officer in charge or the Fire Chief.

PURPOSE: to stop multiple stories that often conflict from reaching the media.